

**State of Montana
Department of Transportation
IT Nomination Packet**

A.District or Division

Check one.

- ☐ Billings District
- ☐ Butte District
- ☐ Glendive District
- ☐ Great Falls District
- ☐ Missoula District
- ☐ Aeronautics Division
- ☐ Administration Division
- ☐ Director's Office
- ☐ Engineering Division
- ☐ Human Resources Division
- ☐ Information Services Division
- ☐ Internal Audit
- ☐ Legal Services
- ☐ Maintenance Division
- ☐ Motor Carrier Services Division
- ☐ Rail, Transit and Planning Division

B.Year of Project Initiation

C.Proposed Completion Date*

D.Project Name

E.Project Type

Check one.

- ☐ New Customized Application
- ☐ Commercial Off-the-Shelf
- ☐ Major Enhancement to an Existing Application
- ☐ Non-peripheral IT
- ☐ Hardware
- ☐ Other _____

F.Project Description

G. Proposed Funding Source

Check one.

- ☐ ISD Funded
- ☐ Division or District Funds
- ☐ EPP Request
- ☐ Grant
- ☐ Federal or State Earmark
- ☐ Other agency funds _____
- ☐ Other outside funds _____

H. Project Category

Check one.

- ☐ "Must-do" Project
- ☐ Competitive Project

I. "Must-do" Justification*

J. Business Process Documented

Check one.

- ☐ Yes (attach business process documentation)
- ☐ No

K. Business Process Owner

L. Project Priority

M. MDT Strategic Goal Supported

N. Department Criticality Criteria Justification

O. External Customer Criteria Justification

P. Internal Customer Criteria Justification

Q.Additional Information*